

Exercise #3

How Well Does Your Library Support Good Project Governance?

In this individual exercise you will evaluate how well your library's policies support an environment that helps ensure project management success.

Instructions: Please give your library a score of 1-10 based on how well your library's policies and the behavior of staff, managers and leadership support good governance. Discuss and compare your results to other members of your group. Do not consult other people before you write your answers, particularly if there are people from your library in your group.

1. ____ Everyone knows who is the person in charge of the project.
2. ____ The person in charge is responsible for the project's success.
3. ____ The person in charge can hold project team members accountable for meeting deadlines, keeping within budgets, civility, and agreed-upon levels of quality.
4. ____ Everyone has the opportunity for input before, during, and after the life of a project, including part-timers, support staff, library users, etc.
5. ____ Input can be given in several formats and at different times.
6. ____ Everyone receives feedback about their input: why a **yes** or why a **no**.
7. ____ Decisions are required to be made in a timely fashion.
8. ____ Decisions are documented in writing.
9. ____ Decisions are communicated in writing within 24 hours to everyone.
10. ____ All projects are evaluated based on predetermined criteria.